

January 13, 2022

The Dallas County Board of Supervisors met in regular session pursuant to board rules with Chairman Mark Hanson, Supervisor Kim Chapman and Supervisor Golightly present. Others present: Rob Tietz – Operations Director, Beth Deardorff – Human Resources Director, Todd Noah – IS Director, Chad Leonard- DC Sheriff, Shannon Rollings- DC Sheriff's Office, and Tiffany Mitchell- Auditor's Office.

Item 1: Call to Order - Chairman Hanson called the meeting to order at 9:03 a.m.

Item 2: Approve Agenda - Motion by Chapman and seconded by Golightly to approve the agenda as presented. All ayes. Motion carried.

Item 3: Budget Workshops

9:00 a.m. – Sheriff

Chad Leonard, Shannon Rollings

Commissary: Population is growing because of this Commissary is growing. Telephone line item is being increased, which is cabling etc at the jail. General supplies are cleaning supplies, things that directly benefit the inmates. There is a current fund balance. No levy dollars in this fund. Sheriff's office is still adjusting to the space.

Forfeiture: Its own fund. Small equipment (camera's etc) some training. ARPA funds may be able to be used for some of the technology items. No vehicles for a few years.

District Court (Bailiff): Decrease in salary positions shown in Court expenses because of COVID and moving from Court to patrol positions, some fluidity will happen. Rent expenditure for Juvenile court space at Polk County. Uniform line item for new hires and some new additions to the current uniforms. No big changes until future court spaces are addressed.

Wages: New ask of 6 position, with potential new positions later. One position would be a technician that would have the knowledge to take care of the smart building. Dispatch new asks for two positions because of software needs and software training. Correctional officers are the remainder of the new ask because of potential for more growth in population.

Revenue: Weapons permits have gone down. Misc. State Grants/Reimbursements have gone up. Room and Board will increase with increase in population.

Expenses: Uniform expenses are expected with a couple new hires. General supplies and fuel expenses are expected to increase. Increase in Nurse and commissary in jail. Admin Building Repair line item is for tracking the repairs on the new building also this will be combined with another line item.

Board asked the Sheriff to return for further budget discussion at next Tuesday Board meeting.

Board recessed at 11:09 a.m.; reconvened at 11:23 a.m.

11:00 a.m. – Department 99

Rob Tietz

Wages:

Revenue: Additional county taxes will be collected, right now levy is same. Debt service is a set factor. Rural basic is more fluid. Recent report includes ARPA dollars which was not budgeted for. Not reflected in revenue dollars is any transfer funds that may be placed into capital fund. Conservation ask shows up in Dept 99 revenue. Recreational fees from Bike trail fund.

Expenses: This includes some set numbers. Operating Transfers to secondary roads is based on valuations and percentage they receive (a percentage goes to General Fund). Hazmat insurance is set. Some estimates have been added, Fair is one at \$45K. Postage and mailing is added for machines with a revenue offset. Pioneer cemetery care of graves is again budgeted. For the Capital Fund, it is estimating around 9 million with projects estimating around \$6 million.

Board asked Department 99 to return for further discussion.

Board recessed at 12:09 p.m.

Reconvened at 1:04 p.m.

1:00 p.m. – Secondary Roads – Al Miller, Andy Case, Jim Uthe

Expenses:

Weed Commissioner: Money for publications has carried over for several years, and they are sending out the DOT required publication, however it isn't getting taken out of the fund; perhaps it is getting combined with other publications. Hanson will ask Melinda to look into it.

Road clearing – chemical line item has decreased by approx. \$1000, Budget has stayed relatively flat for the past 10-15 years as patents of herbicides expired. Sprayer was modified so it is more effective; sprayed as many miles but used less product.

Wages: No new position requests; vacant engineering technician position open, and seasonal mower and intern positions; Equipment Operator II is open as well.

Several employees coming out of union, 2-3 positions will probably be added to the pay plan. Delayed getting the PAQ's, Al has been working with HR to get positions accurately placed in the pay plan, they would need to be approved by Board by mid-February in order to get in this budget cycle. Discussion whether to add an estimated amount into the budget for these positions or doing a budget amendment.

Expenses: Equipment budget has stayed the same since Al has been here.

Added about \$700,000 for bridge repair, but revenue has also gone up approximately the same amount.

Roadway construction – The increase of approximately \$700,000 is project based

Engineering – additional expense of \$40,000 for a drone. Would need the ability to take pictures and videos, drone made for surveying. They have been researching what would be needed to get a license to fly the drone, administered by the FAA.

Roads: additional aggregate needed

Snow & Ice Control – has stayed approximately the same, used some product left over from previous budget year.

Revenue: Rural basic levy, construction reimbursements and LOSST revenue back-fill.

Future: about 30% of budget should be held as carry over to cover expenses until tax payments are collected.

Looking for ways to fund moving administrative offices to central site. Jerry Purdy looked at their needs and gave them a rough estimate of 1,000,000. Prices have gone up so it could be up to 1.5 million. Proceeds from Greene Street could go toward this project. Or ARPA funds could be used on this move or on paving projects – F90 and Old Hwy 6 would be Al's recommendation.

Question about snow removal ordinance – removal depends a lot on the timing of the storm. There is a different level as state is out 24/7 and county roads are covered from 5am to 5pm.

Board recessed at 2:32 p.m.; reconvened at 2:42 p.m.

2:30 p.m. – Auditor/Elections

Julia Helm, Jared Higley

Auditor Department

Auditor

Wages: no changes for staff, overtime budget is used for election cycle.

Revenue: liquor licenses, auditor transfers, cigarette licenses,

Expenses: professional services; DP Programs expense is for the URA/TIF project was budgeted last year and will be completed before the new fiscal year.

Elections:

Revenue: Starting to get reimbursed from the city/school elections, 2023 will only have special elections so no revenue amount put in for this budget cycle.

Must send out mailing to all voters due to redistricting/represincing, need additional equipment

Fixed assets – need to replace at least 15 computers, need additional flags, ballot bags, printers, poll stars, etc. \$30,000

New Precinct Atlas program can use tablets, but state has not approved the use of tablets yet. Would like to get a couple tablets to test before determining if we would switch.

Training – SEAT training and ISACA conference

Kipcap – 25,000 new ask for OVI ADA compliant replacement machines

New tabulator is coming out; waiting to purchase until the newest technology is approved by the state.

Polling place rental expense will increase.

Special Election – only special scheduled is for Linden,

City/School – Only have to budget ½ of actual since next city/school election will be in FY24

Ask back Sheriff and Department 99

Item 4: Motion to adjourn - Motion by Golightly and seconded by Chapman to adjourn the meeting at 3:47 p.m. All ayes. Motion carried.

Julia Helm, Dallas County Auditor

Mark A. Hanson, Chairman